



KSIS & More

New KECSAC custom tab

KDE has created a new custom tab for the Kentucky Educational Collaborative for State Agency Children (KECSAC) to identify state agency placed students. To access the KECSAC tab follow this path: **Student Information > ILPA > General > KECSAC**. Campus system administrators need to grant user rights to the appropriate staff to use the KECSAC custom tab.

Local school districts serving any students placed by a state agency and for whom the district is receiving KECSAC funds should complete the

KECSAC tab in the school providing services for those students. Districts must have a memorandum of agreement (MOA) with KECSAC to receive these funds for services provided to state agency placed students.

These students may have enrollments in an A6 (KECSAC) school, an A5/A6 (blended district alternative/KECSAC) program or within an existing A1 (elementary, middle or high) school.

Refer to the [Alternative Programs KECSAC data standard](#) to complete

the data entry on any student who is considered state placed and for whom the district is receiving KECSAC funds at any time during the 2014-15 school year.

KDE will use data collected on the KECSAC tab to determine accountability for these students and will provide the data to KECSAC for analysis and public reporting.

Please share this information with the appropriate staff in your district. Contact [Windy Newton](#) or [Sherri Clusky](#) for additional information.

Important reminders regarding homeless data collection and reporting

- Once a student is identified as homeless, the student's Homeless indicator and Living Status should remain selected in the student's record for the remainder of the academic year, regardless of his/her living status changes.
- If a student transfers from school to school in the same district within the same academic year, staff must manually enter the Homeless indicator and Living Status in the new enrollment record.
- If a student transfers district to district, the person importing the student's data should run the KY State Reporting Import Wizard to copy the Homeless indicator and Living Status from the losing district's database to the receiving district's database.
- Once a child is identified as homeless, the student may remain in the district of origin and should be included in the district's ADA funding regardless of where he/she lives (resides), including out-of-state. In this situation, do NOT place the student in the Non-Contract Out-of-State Attendance group. This will allow your district to continue to receive ADA funding for that student.

For additional guidance, please reference the updated [Homeless Data Standard](#).

Verify student meal status before Nov. 1

By Nov. 1, food service directors and FRAM coordinators should verify students' eligibility for free- and reduced-price lunches in Infinite Campus. The level of discount provided to each district is based on the percentage of students eligible for free- and reduced-price meal/SES status. On or around Nov. 1, student meal status [and Supplemental Educational Services (SES) data for Community Eligibility Provision (CEP) districts] will be pulled from FRAM eligibility records in Campus for the 2015 E-rate funding calculation.

The Office of Knowledge, Information and Data Services (KIDS) oversees the E-rate program, which provides discounts for districts as they purchase telecommunications services and equipment. For questions regarding the E-rate program, contact Scott Kane by [email](#) or telephone (502) 564-2020 x2214.

In This Issue

Page 1

KECSAC custom tab
Homeless data collection & reporting
Verify student meal status

Page 2

KSIS data standards updated
Intervention tab
Fall Student Voice survey
Student health data on Open House
Median SGP

Page 3

KSIS training opportunities
CRDC update

Page 4

CIITS
Teacher Student Growth
Median Percentile
Updated MAP reports
CIITS roles report

Page 4 (Cont.)

CIITS
2014 Assessment data available

Page 5

CIITS
PBS Learning Media Custom
16.1 Highlights
Report Bank supports
SDIP

KSIS data standards have been updated

Updated [KSIS Data Standards](#) are available on the KDE website. The revision date is displayed for each data standard so system users can quickly identify new updates. Please see below for a list of new standards and those including noted changes for the current year.

Alternative Education Programs/ILPA	Enrollment
Alternative Education Programs/KECSAC	Graduation
Attendance	Homeless
Behavior	Intervention
Early Graduation	Preschool
Early Learning Prior Settings	Special Education

Schools are required to use the Intervention tab for certain student groups in 2014-15

Beginning with the current (2014-15) school year, schools are required to use the Intervention tab in Campus for the following student groups:

- All high school seniors who did not meet statewide ACT benchmarks on their junior year administration of the assessment
- All students receiving Extended School Services (ESS)
- All Third Year Focus School students scoring novice rating
- All students served by Read to Achieve grants
- All students served by Mathematics Achievement Fund grants

Please keep in mind that schools should create an Intervention record when a service begins and update the record when the service ends. KDE will run reports to monitor data quality on Oct. 30, Jan. 30 and March 30 and pull annual reporting data on June 30.

Beginning with SY 2014-15 KDE will pull ESS data from its new location on the Intervention tab. The ESS reporting schedule remains the same with data pulls on June 30 for the regular school year and on Sept. 30 for summer school.

For more information on the Intervention tab, please reference the resources posted [here](#)

Teacher Median Student Growth Percentile (SGP) – New Campus Reports

Infinite Campus data is being used to calculate Median SGP. See CIITS article for more information on this calculation. New summary and detail level reports will be available in Campus with the November release. It's important to determine who should have access to these reports and be prepared to assign tool rights once released.



Fall Student Voice survey

Districts conducting the fall Student Voice survey must verify that all participating teachers have the correct grade level survey selected and are correctly associated with their students before Campus generates surveys on Oct. 31. The fall Student Voice Survey window is Nov. 3 – 21. During the fall survey window, districts should monitor progress of the Student Voice survey.

For complete information on the student survey, please visit the [TPGES Student Voice Survey web page](#). Resources on this page include: [Student Voice Technical How To-Administrator](#) and [Where to Get Help](#) as well as additional information.

Open House now includes aggregate student health data

Beginning with SY 2013-14, KDE is providing aggregate school health data by district. The information is available in KDE's Open House Supplemental Data section. The Open House Student Health button connects to the [KDE Student Health Data Web page](#) that includes reports for chronic health conditions, immunization certificates, and exams/screenings for preventive health, vision, hearing, and dental.

For more information about student health data, contact [Karen Erwin](#).

Office of Knowledge, Information and Data Services (KIDS) - Division of Enterprise Data

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Upcoming KSIS training opportunities

KTS Data Exchange training - Training to prepare for the 2015-16 statewide implementation of the Kentucky Technical School (KTS) data exchange will take place in November at several locations. The training spans two days for KTS principals and secretaries and the second day provides the information necessary for high school schedulers. For more information and registration, please go to the [KSIS Training Web page](#).

Mastering the Fundamentals of Campus (Nov. 3-7) - Infinite Campus is offering this 4.5 day, in-depth course designed to understand the Campus Application from student to staff to system administration and maintenance. This course covers the functionality of the Campus SIS giving unique examples of different usability and setup options. This class goes into each section of Infinite Campus, from creating calendars, schedules, grading to creating households etc. This class is recommended for those new to Campus and to those that have been using it for a while and need more understanding of the whole system. For more information, locations and times, and registration please go to the [KSIS Training Web page](#).

KSIS Mid-Year Training Special Topics (Nov. 20) - For

session descriptions and registration see the [KSIS Training Web page](#).

2014 Interchange@Kentucky (Dec. 8-9) - Charlie Kratsch, CEO and Founder of Infinite Campus, will open this year's Interchange at the Marriott Louisville Downtown, 280 West Jefferson Street. Seating for all sessions is on a first-come, first-served basis. For the sessions matrix and descriptions see the KSIS Training Web page. Use your Campus credentials to register by clicking [here](#).

Privacy Technical Assistance Center (PTAC) – data security training (Dec. 9, following Interchange) For more information see the [KSIS Training Web page](#).

Fundamentals of Campus Database (Dec. 16-18) - Infinite Campus is offering a three-day course that will cover the Campus database schema. Participants will explore the core tables and views using the SQL SELECT statement. Course also covers Microsoft SQL Reporting Services (SRS) as used with Infinite Campus. Participants must pass a SQL pre-test and must have taken Mastering the Fundamentals of Campus or have six months experience with Infinite Campus in an administrative role. For more information and registration, click [here](#).

Civil Rights Data Collection update

The Federal Office of Civil Rights (OCR) will be sending out letters toward the end of October to districts. The letters will provide important information for the Civil Rights Data Collection (CRDC), including the district's designated user login credentials, the submission tool link and an updated timeline for the collection.

OCR expects their submission system to open no earlier than Nov. 1 and final submissions to be due to CRDC in late January 2014. These dates are about four weeks later than originally targeted by OCR.

To reduce the data burden on districts and schools, OCR has allowed states to pre-populate data as possible based on data collected at the state level on behalf of the local education agencies (LEAs). LEAs are responsible for verifying, approving and certifying data within the CRDC even if the state education agency provides some of that data on the LEA's behalf. If your school or district chooses not to have KDE pre-populate data then the district will have to make a selection to "opt -out".

There are data elements that KDE does not collect at the state level; schools and districts must enter those elements. These data elements are detailed in a workbook, [SY 13-14 CRDC FFS Element Layout](#), available on the [KY-CRDC Web page](#). The workbook includes a tab for districts and one for schools. Schools and districts should start collecting the required data but should wait for KDE instructions before entering the data into the CRDC system.

Once the CRDC system opens, KDE will load data and

then provide districts with a two-week period to validate the data. At the end of the validation period, KDE will reload the data with any necessary updates. During that two-week period, districts that have not opted out should not enter any data into the system. The file KDE loads to CRDC will overlay any data that has been entered. After the second KDE data load, districts will be free to enter data and KDE will be finished with assistance that can be provided by the state.

Schools that opt-out are responsible for entry of all required data using the OCR Web-based tool and should now be collecting the required 2013-14 SY data. Schools that are taking advantage of the KDE assistance should focus on the data that has to be locally collected and begin gathering that information.

KDE will also create a limited number of ad hoc reports to assist with data verification. These reports will be available in the State Published folder in Campus. The reports will pertain to course information (Algebra I, Algebra II, Geometry, Advanced Mathematics, Calculus, Biology, Chemistry, Physics, International Baccalaureate and AP courses). Program level information like LEP, Special Education and Gifted should be verified through the local coordinators who validated data previously reported to KDE.

The [KDE CRDC Web page](#) will be updated as new information becomes available. Address questions about the CRDC to [Lynn Botula-Griffith](#), KDE CRDC point of contact.



CIITS News You Can Use

CIITS News, a supplement to the KSIS & More newsletter, is focused on CIITS data quality. CIITS data comes from Infinite Campus, Kentucky's Student Information System (KSIS); therefore, it is important to know how KSIS data is used and the critical need for accuracy.

Teacher Student Growth Median Percentile – coming soon!

KDE is calculating Teacher Student Growth Median Percentile scores and will load the scores into CIITS in mid-November to support the Teacher Professional Growth and Effectiveness System (TPGES).

KDE anticipates that there will be questions regarding how the median scores are calculated. The quality of the calculation is dependent on how well teachers are aligned to students and the correct assignment of state course codes in Infinite Campus. It is not possible to go back and change history in Infinite Campus but understanding how the median percentile scores are calculated will help drive data quality improvements going forward.

One-year and three-year scores are calculated based on the following basic parameters:

- Calculate median scores for grades four through eight.
- Use the state course code to determine applicable reading and math courses.
- Calculate a score for all teachers assigned to applicable courses with ten or more students with growth scores.
- Include students in the designated course(s) with the teacher for at least 100 days in the calculation.
- Include all teachers aligned to the section (primary, contributing teachers, and section staff) in this calculation.

CIITS roles report

The CIITS Roles report is available in the KY State Reporting section in Infinite Campus. We encourage schools/districts to run the report to verify the custom CIITS roles that are assigned to district staff, the institution in which the permissions are assigned and the assignment start date are appropriate. Districts may use the report for auditing and information purposes; assignments should be consistent with responsibilities of the individual staff person's "need to know". Over-permissioning should be avoided. The path to run the report is **KY State Reporting > KDE Reports > CIITS Roles**. Custom CIITS roles may be provisioned or end-dated on the individual's District Assignment tab.

For more information about custom CIITS role setup, please refer to the [Assigning CIITS Roles and Permissions through Infinite Campus](#) training guide.

As a reminder, it is important to note the following:

CIITS District Leader Evaluator is assigned at a district for a superintendent designee (not the superintendent) to evaluate principals in all schools.

CIITS School Leader Evaluator is assigned at a district for a superintendent designee (not the superintendent) to evaluate principals in only select schools.

KDE has created two custom reports, Teacher Student Growth Median Percentile – Detail and Teacher Student Growth Median Percentile – Summary, to view scores at detail and summary levels. These reports will be available in district sites with Infinite Campus Release E.1442 scheduled for Nov. 12.

The detail report will provide districts with student level detail to use when reviewing teachers' calculated median scores. It contains data for School Years 2011-12, 2012-13, and 2013-14, a row for every teacher/student association per end year, per content area in reading and math in grades 4-8, and indicators are used to determine if students are included or excluded from calculation.

Administrators can use the summary report to view all teachers' scores. It contains one row per teacher and displays the teacher's single-year median score for the last three years as well as the teacher's three-year combined median score.

Administrators may generate the reports for a selected school, the entire district, or for a specific teacher. Districts can assign tool rights to these reports after the deployment of Infinite Campus Release E.1442. Report path: **KY State Reporting > KDE Reports**.

Report Bank includes updated MAP reports

District leadership can access MAP reports that have been added to CIITS by going to **School & District Data → Report Bank → MAP Reports**

The following reports are now available for 2012-2013 and 2013-2014 SY:

- MAP Mathematics Analysis
- MAP Reading by Race Reporting Category
- MAP Results by Subject and Grade

2014 Assessment data available

2014 ACT (National/Junior), KPREP, and Student Growth assessment data are now available in CIITS. To view the assessment results, go to **School & District Data → Pre-Formatted Reports → Standardized Assessment Performance**, or click on the Standardized Assessment tab on the Student Profile.

CIITS News You Can Use

Continues on Page 5



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Infinite opportunities for Kentucky classrooms

PBS LearningMedia Custom offers high quality, trusted digital content and solutions to inspire students and transform learning. With 100k+ innovative, Kentucky standards-aligned resources that span a variety of subjects, teachers can integrate the content into their curriculum to help their students make connections to the topics they are exploring in the classroom. Developed in partnership with the WGBH Educational Foundation, and supported by public media stations nationwide, PBS LearningMedia reaches millions of educators and students nationwide.

PBS LearningMedia Custom is now available to educators throughout Kentucky at no cost. This enhanced version of the basic service features expanded functionality including new content, tools, and analytics designed to improve teacher effectiveness and student achievement.

One-of-a-kind Content Library- Over 100K digital resources including video, interactives and more from Ameri-

can Experience, NOVA, FRONTLINE and an array of PBS KIDS programs that bring your lessons to life.

Productivity tools- New features such as a Lesson builder, Storyboard and Quiz maker enable teachers and students to become digital storytellers.

Standards alignment- All content-based resources aligned to National, Kentucky and Common Core State Standards.

Content Management System (CMS) - Upload, share and collaborate around instructional resources. Anytime anywhere access with Cloud-based storage and Web-based interface.

Reporting and Analytics- Measure teacher and student engagement with Key Performance Indicator-based reports and dashboards.

Celebrated- Winner of two CODiE awards including Best K-12 Solution and edTech Digest "Cool Tool Award."

Highlights of 16.1 released Oct. 20

Four new features were added to the Instructional Management System (IMS) in CIITS.

- The restrict content options for state and district benchmark assessments now offer more flexibility to control if and when teachers can view content. There are two new restrict content options which are "restrict content before test start date and after the test end date" and "always restrict test content."
- Co-Authoring Assessments provides the ability to collaborate with other users when creating assessments.
- The integration of Turning Technologies' Insight 360 software (clickers) is complete.
- Clients who already subscribe to GradeCam can now print answer sheets and score them using any type of webcam; scores will then auto-upload to Schoolnet.

Two new features were added to the Educator Develop-

ment Suite (EDS) in CIITS.

Auto-save was added to Professional Growth Plans, which means that all tools within EDS will now have auto-save.

The Site Visit tool, an additional component of the Principal Professional Growth and Effectiveness System, is now available in CIITS. Site visits provide evaluators an opportunity to observe and record behaviors, actions, interactions and relationships as evidence of the Principal Performance Standards. This new tool provides superintendents, their designees and principals a place to collect this evidence and record comments as they relate to the Principal Performance standards. The interaction between the evaluator and the principal during the site visit and the feedback given during the post-conference helps inform the evaluation. Artifacts can be uploaded to the tool by either the evaluator or the principal for continued conversation.

Report Bank supports school and district improvement plans

School and district leadership, along with staff members who have the Analyst and Specialist role, can access GAP reports in CIITS that support their school and district improvement plans. Available categories and reports are as follows:

- GAP Diagnostic Reports (Elem & Middle Schools) - There are supporting evidence for LEP, Race and Special Ed in the form of Student Growth, Summary & Detail reports.

- GAP Diagnostic Reports (High Schools)-There are supporting evidence for Algebra II – Mathematics, Algebra II and English II, English II – English, and English II - Reading.

The path to access these reports in CIITS is **School & District Data >Report Bank** then click on the plus sign next to the appropriate category to drill down to view the reports. For more detailed instructions, see the GAP Diagnostic Report Quick Reference Card located [here](#).